

# Minutes

Tuesday, March 6, 2018 - 3 PM  
City Hall, 125 E Avenue B

# Land Bank Board of Trustees

City of Hutchinson, Kansas

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## 1) CALL TO ORDER, ROLL CALL

The following members were present: Sue Poltera (2/2), James Gilliland (2/2), Todd Brown (2/2), Dan Garber (2/2), and Mark Eaton (1/2). Planning Staff in attendance were: Jana McCarron, Director of Planning and Development; Amy Allison, Housing Program Coordinator; and Charlene Mosier, Planning Technician. Jackson Swearer, Reno County, was also in attendance.

## 2) APPROVAL OF MINUTES

The minutes from January 9, 2018 were approved on a motion by Garber, seconded by Gilliland, passed unanimously.

## 3) ANNOUNCEMENTS

### a. Infill Study Implementation Plan Update

McCarron said the Infill Study Implementation Plan was presented to City Council on February 6 and they are in support of the plan.

### b. Town Hall Meeting Volunteers

Southeast District – A Town Hall meeting will be held at McCandless School on April 10 from 6:30 p.m. to 8:00 p.m.

Southwest District – A Town Hall meeting will be held at Lincoln School on April 24 from 6:30 p.m. to 8:00 p.m.

Poltera and Eaton volunteered. Garber and Brown will be backup. Eaton would like a list of the stations for the next meeting.

## 4) FINANCIAL REPORT – Treasurer

Gilliland provided the financial report. The starting balance for 2018 is \$15,990.19. No expenses have been paid in 2018. The budget report was accepted unanimously on a motion by Poltera, seconded by Garber.

## 5) PROPERTY REPORT – Allison

Allison provided the Property Report. The Director of Engineering has reviewed properties that will be in the new floodplain updates. Land Bank properties on East

Ave C and East Ave E will be affected. Fill would be required to elevate one foot above base flood elevation to develop on these properties or proof of flood insurance would be required. Another option is to determine uses that would not need a building. The Engineering Department is interested in applying for a grant to develop a bio-swell at the Avenue C lots. This is the use of topography, landscaping and underground drainage rather than an open ditch or pond for drainage runoff. Garber would like the opportunity to review the elevations on the Land Bank properties. On April 10 a public meeting forum will be held at the Fire Training Center on East 4<sup>th</sup> Ave to explain the new requirements. The Land Bank members would like a link to the proposed flood plain map.

## **6) NEW BUSINESS**

### **a) 2018 Work Plan**

Allison updated the Land Bank members on the 2018 Work Plan status.

- Finalizing the Infill Development Guide has been completed.
- Implementing Infill Development Guide recommendations is in process.
- Work with the Building Official to create a targeted demolition plan. Block walks will begin in April to determine if homes meet demolition criteria.
- Explore marketing options for Land Bank lots. It was suggested we obtain ideas from people and groups outside the Land Bank committee such as Young Professionals. Place information on the website and post items on Facebook. Partner with YP to host their mingle event, or with other groups such as Home Builders.
- Continue to acquire and maintain lots for future infill developments.

### Other Updates

SW Bricktown Park will begin Phase I of the construction this spring.

Interfaith Housing Services is still working on the W Avenue A lot.

McCarron said we will take photos of the projects and have the Hutchinson News do a story to promote our successes such as the Avenue A infill house, SW Bricktown park and the Spellman house.

## **7) OTHER**

a) The next Land Bank Board of Trustees meeting is scheduled for Tuesday, April 3, 2018 at 3:00 PM in the Executive Conference Room.

b) The meeting was adjourned at 3:40 p.m.

Respectfully Submitted,

Charlene Mosier, Planning Technician

Approved this 3rd day of March

Attest: Amy Allison